



**Tennessee Board for Licensing Contractors**  
**500 James Robertson Pkwy.**  
**Nashville, TN 37243-1150**  
**Telephone: 800-544-7693 or (615) 741-8307**  
**Fax: (615) 532-2868 - <http://www.tn.gov/commerce/boards/contractors/>**

Fee: \$75 – Prof 1803
Xact#
File#

**License Application Fee: \$75.00**

☐ **New**  
☐ **Reinstatement** (Expired more than 90 days)  
 License ID# 000  
 Exp. Date: \_\_\_\_\_

**LIMITED LICENSED PLUMBER (LLP)**

Name: \_\_\_\_\_ \*SS#: \_\_\_\_\_

\*Disclosure: The SS# is used for identification purposes, only, and will not be part of a public record (§42 USC 666).

Mailing Address: \_\_\_\_\_  
(If listing a P.O. Box, please include a physical address)

\_\_\_\_\_  
 (City) (State) (Zip) Email: \_\_\_\_\_  
 Telephone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

**1. Convicted of a felony?** ☐ No ☐ \*Yes – \*Applicant must disclose all convictions; attach copy of charge, place, court, action taken and proof of release from probation; provide a background investigation report from TBI; and a reference from parole officer. The Board must protect the safety and welfare of the public and may deny a license based on any conviction or failure to disclose. Cases are judged on merit, with respect to time, circumstances and seriousness. An applicant may be scheduled for an interview at the Board's regular scheduled meetings.

**2. Plumbing Experience:** ☐ \*Less than 1 year ☐ 1 Year or More ☐ 2 Years or More  
\*Must provide proof of one (1) year experience in order to obtain a license (TCA § 62-6-406)

**3. Attach Proof of Plumbing Experience:** ☐ Attached ☐ \*Not Attached - Cannot obtain license  
☐ **Pages 3 and 4 – Attached (Experience Listed and Verification Form Completed); or**  
☐ **Copy of Local Government Plumbing License - Attached** (supply information below)

\_\_\_\_\_  
 (Municipality/County) (License/Registration#) Exam: Yes or No

**4. Plumber Exam Score:** \_\_\_\_\_ (Must attach copy of score)  
☐ **Copy of LLP plumber exam score attached**  
☐ **Copy of plumber exam score or evidence provided from Tennessee local government**

**5. Sign and Notarize**

I hereby certify, I am at least 18 years of age and the information submitted within this application is true and correct, to the best of my knowledge. I understand the Board may contact references listed to confirm experience. A Limited Licensed Plumber (LLP) cannot use the term **“contractor”**. Further, all fees relative to the operation of plumbing work have been paid to the appropriate agencies as directed by statute T.C.A. 62-6-401.

√ \_\_\_\_\_  
**Signature**

Affirmed, witnessed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**Notary Public** My Commission Expires:

**For Office Use**

Approved - Date: _____	By: _____
Hold: <input type="checkbox"/> Exp <input type="checkbox"/> Exam <input type="checkbox"/> Felony <input type="checkbox"/> Notary	
Other: _____	
Contact Experience _____	
Needs Board Review <input type="checkbox"/> Scheduled: ____/____/____	
Issued <input type="checkbox"/> Ltr Sent for Add'l Info _____	

**Law T.C.A. § 62-6-402** - Plumbing work means: The construction, alteration, repair, improvement, movement, demolition, putting up, tearing down, or furnishing labor to install material or equipment within any residential or commercial building of all piping, fixtures, and appliances for the supply of gas, water, liquids or disposal of waste water or sewage; provided, that there is no intent to require licensure under this part for plumbing work performed outside a residential or commercial building, including but not limited to utility connections or irrigation systems. A LLP cannot split plumbing portions into phases or separate contracts to circumvent obtaining a contractor's license.

**Fire Protection** - Those performing work on fire protection and fire sprinkler systems, must register with the Fire Marshal's Office, Permits and Licenses Unit. More information may be obtained from their website at <http://www.tn.gov/commerce/sfm/index.shtml> or contact at: (615) 741-1322. Local Government permit information is available at: <http://tn.gov/local/>

### **EXEMPTIONS (T.C.A. § 62-6-406)**

- A State licensed plumbing contractor, with a CMC-A, MC-A, CMC, or MC classification is exempt from the LLP requirement;
- Modular home installer or retailer licensees performing plumbing work on a modular unit, in connection with a manufacturer's warranty;
- Employed as a plumber with a State licensed plumber or contractor;
- Licensed as a plumber within the county or municipality where performing plumbing work;
- Maintenance to install or repair home appliances when the labor is less than \$500 (T.C.A. § 62-6-402)
- Homeowner may perform plumbing on their own residence; or
- Working in one of the 15 exempt \*counties where the LLP is not required (T.C.A. § 62-6-416):

**\*Exempt counties (effective January 1, 2006): Benton, Decatur, Dickson, Giles, Henderson, Henry, Hickman, Humphreys, Lake, Lawrence, Lewis, Obion, Perry, Stewart and Weakley**

**Effective October 1, 2011 – Statewide Residential Codes and Inspections will be in place. More information at:** <http://www.tn.gov/commerce/sfm/homebuilding/index.shtml>

### **INSTRUCTIONS**

- \_\_\_\_ 1. Please complete the application; sign before a notary. An incomplete application and failure to submit attachments of required information will delay issuance of license.
- \_\_\_\_ 2. Attach proof of one year plumbing experience by providing: 1) Copy of local plumbing license; or, 2) Notarized verification (page 3), with a list of experience (page 4)
- \_\_\_\_ 3. LLP Plumbing Exam – Attach copy of score or evidence of exam passed with a Tennessee local municipality. Exam information is online at: <http://candidate.psiexams.com/>
  - Reinstatement of Expired LLP License – Plumbers may request a waiver of retaking the exam by providing pages 7 – 8.
- \_\_\_\_ 4. Attach **\*\$75.00** (two (2) year license fee) by check or money order payable to:  
**“Contractors Board – LLP”** and mail to the following location:

Tennessee Board for Licensing Contractors – LLP  
500 James Robertson Pkwy.  
Nashville, TN 37243-1150

- \_\_\_\_ 5. Contact the county or municipality in the area, prior to operating as a plumber, for their Licensing, permit and inspection requirements. A LLP is **NOT** exempt from local laws.

LLP applications are subject to experience verification. Those requiring Board approval will be reviewed at their regular scheduled meetings (*refer to website “Calendar” for dates*). \*Note: \$50 of the application fee is non-refundable! Fees cannot be accepted at the Board's physical location; must deliver or mail to the address above.

The LLP is **NOT** exempt from **local licensing, permit and inspection requirements** enforced by municipalities, counties, codes offices or the Division of Fire Prevention. They may impose additional and stricter guidelines, including testing, inspections, and allowed to charge fees for permits. Always check with their office prior to starting a project. A LLP is not considered a contractor and cannot advertise as a plumbing contractor (T.C.A. § 62-6-403).

**LIMITED LICENSED PLUMBER (LLP)**  
TENNESSEE BOARD FOR LICENSING CONTRACTORS  
Mailing Address: 500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243-1150  
(800) 544-7693 or (615) 532-3994 or FAX - (615) 532-2868  
<http://www.tn.gov/commerce/boards/contractors/>

**TO BE COMPLETED BY PLUMBERS WITHOUT A LOCAL LICENSE FOR EVIDENCE OF PLUMBING EXPERIENCE IN ORDER TO OBTAIN A LIMITED LICENSED PLUMBER (LLP) LICENSE (See TCA 62-6-406).**

**EXPERIENCE / REFERENCE/OR LOCAL LICENSE VERIFICATION**

(Plumber Applicant completes above section)

**Plumber:** \_\_\_\_\_ **License#:** \_\_\_\_\_ - \_\_\_\_\_ **Not Applicable**

**Address:** \_\_\_\_\_

**Telephone:**(\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ **Cell:**(\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ **Fax:**(\_\_\_\_)\_\_\_\_ - \_\_\_\_\_;

The above named applicant is required to submit proof of plumbing experience in the State of Tennessee as a requirement to obtain a Limited Licensed Plumber (LLP) license. A plumber must have at least one (1) year in order to qualify for a LLP license. Our Board appreciates your time and cooperation for your assistance. You may be contacted, as references listed for experience are checked randomly.

**PAST EMPLOYER/CUSTOMER/CONTRACTOR OR LICENSE AGENCY COMPLETES PORTION BELOW**

<b>BY:</b>	<b>CONTACT INFORMATION:</b>
____ <b>Employer/Past Client</b>	Name: _____ Telephone: _____
____ <b>Local Licensing Agency</b>	
____ <b>Contractor - Lic ID#</b>	Address: _____

Type of License: \_\_\_\_ Master \_\_\_\_ Journeyman \_\_\_\_ Apprentice \_\_\_\_ Not Applicable \_\_\_\_ Other: \_\_\_\_\_  
Date of Original License or Employment: \_\_\_\_\_; Exp/End Date: \_\_\_\_\_ N/A \_\_\_\_\_

Licensed By:

- ☐ Exam - Type & Score: \_\_\_\_\_ Date \_\_\_\_\_  
☐ Endorsement- State/City/County \_\_\_\_\_  
☐ Not Applicable: \_\_\_\_\_

It is my opinion and to the best of my knowledge, the above named plumber applicant has the following amount of plumbing experience in the following areas:

\_\_\_\_ All Plumbing; \_\_\_\_ Gas Piping; \_\_\_\_ Irrigation \_\_\_\_ Utility Connections; \_\_\_\_ Waste Water  
\_\_\_\_ Other \_\_\_\_\_  
\_\_\_\_ Less than one (1) year; \_\_\_\_ One (1) Year or More; \_\_\_\_ More than two (2) Years \_\_\_\_ Not Available;

(To be signed by person verifying plumber's experience)

\_\_\_\_\_  
**Signature of Verifier**

Affirmed, witnessed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

(Seal)

My Commission Expires: \_\_\_\_\_

(Please return form to the plumber applicant; to be submitted as part of application)

## **Plumbing Work Experience**

**Name of Employer/Customer:** \_\_\_\_\_

Address: \_\_\_\_\_  
(Mailing Address) (City ) (State) (Zip Code)

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Employment: \_\_\_\_\_ to \_\_\_\_\_ Total: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Beginning) (End) Years/Months/Weeks

Type of Plumbing Work:   \_\_\_ Residential;       \_\_\_ Commercial;       \_\_\_ Irrigation       \_\_\_ Sewage;  
\_\_\_ Other: \_\_\_\_\_

**Name of Employer/Customer:** \_\_\_\_\_

Address: \_\_\_\_\_  
(Mailing Address) (City ) (State) (Zip Code)

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Employment: \_\_\_\_\_ to \_\_\_\_\_ Total: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Beginning) (End) Years/Months/Weeks

Type of Plumbing Work:   \_\_\_ Residential;       \_\_\_ Commercial;       \_\_\_ Irrigation       \_\_\_ Sewage;  
\_\_\_ Other: \_\_\_\_\_

**Name of Employer/Customer:** \_\_\_\_\_

Address: \_\_\_\_\_  
(Mailing Address) (City ) (State) (Zip Code)

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Employment: \_\_\_\_\_ to \_\_\_\_\_ Total: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Beginning) (End) Years/Months/Weeks

Type of Plumbing Work:   \_\_\_ Residential;       \_\_\_ Commercial;       \_\_\_ Irrigation       \_\_\_ Sewage;  
\_\_\_ Other: \_\_\_\_\_

**Name of Employer/Customer:** \_\_\_\_\_

Address: \_\_\_\_\_  
(Mailing Address) (City ) (State) (Zip Code)

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Employment: \_\_\_\_\_ to \_\_\_\_\_ Total: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Beginning) (End) Years/Months/Weeks

Type of Plumbing Work:   \_\_\_ Residential;       \_\_\_ Commercial;       \_\_\_ Irrigation       \_\_\_ Sewage;  
\_\_\_ Other: \_\_\_\_\_

(Experience Information is Checked Randomly for Compliance)

**LLP - LIMITED LICENSED PLUMBING EXAM**

# of Question	% Required to Pass	Time Allowed
40	73%	120 minutes

**CONTENT OUTLINE**

Subject Area	# of Items
General Knowledge and Math	5
General Requirements (not including Gas) - Administrative, Structural, Backflow, Materials and Supports, Joints and Connections, Storm Drains, Testing	4
Water Supply and Distribution	4
Fixtures, including Water Heaters	2
Drain, Waste, and Vent Systems, including Indirect and Special Waste	10
Traps, Cleanouts, and Interceptors	2
Isometric Analysis	7
Gas Appliances and Piping	4
OSHA Safety	2

**REFERENCE LIST**

The reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK. As of July 1, 2011, exam cost is \$55.00.

***The following reference materials are allowed in the examination center:***

- *International Plumbing Code*, 2006, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *International Fuel Gas Code*, 2006, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *Mathematics for Plumbers and Pipefitters*, 6th Edition, 2004
- *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2004 or later (OSHA), Superintendent of Documents, (888) 293-6498, [www.osha.gov](http://www.osha.gov) -**OR-** *Code of Federal Regulations* - 29 CFR Part 1926 Selections as of 2003 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the Department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

This is a partial outline of the exam information to be offered by PSI, Inc!! Go online at: [www.psiexams.com](http://www.psiexams.com) for up to date information at the category of TN Construction "Candidate Information Bulletin" or download from our website at: <http://www.tn.gov/commerce/boards/contractors/>

Check PSI's website for updates to code books and pricing!

### **Workers' Compensation Insurance**

Proof of insurance is not required to be supplied with your Limited Licensed Plumber (LLP) application. However, please check with the Department of Labor and Workforce Development for questions concerning insurance requirements or review online at: <http://www.state.tn.us/labor-wfd/wcomp.html>

Plumbers as the owner (not for your employees) may obtain a worker's compensation insurance exemption by registering as a "Construction Services Provider" with the Secretary of State's office at: <http://tnbear.tn.gov/wc/>

### **Employees Paid as Independent Contractors**

Your employer may be in violation if you are an employee and being paid as an independent contractor. To confirm or report violations of employee misclassification, you may do so anonymously at: <http://tn.gov/labor-wfd/EMEEF/>

### **Business Tax Licenses**

In addition to state and local codes licenses, a local "Business" license is required by the city and/or county. More information is at: <https://apps.tn.gov/bizreg/>

### **Permits**

The following are municipalities in which we are aware, may have their own license issuing agency for permits and inspections. Generally, they do not accept the Limited Licensed Plumber (LLP) license and you may be required to obtain their local license and pass their plumbing exam.

City of Athens – McMinn County  
City of Chattanooga – Hamilton County  
City of Humboldt – Gibson County  
City of Jackson – Madison County  
City of Johnson City – Washington County  
City of Kingsport – Sullivan County  
City of Knoxville – Knox County  
City of LaFollette – Campbell County  
City of Nashville – Davidson County  
City of Maryville – Blount County  
City of Memphis – Shelby County  
City of Morristown – Hamblen County  
City of Murfreesboro – Rutherford County  
City of Oak Ridge – Anderson County  
City of Sparta – White County

- Always check with the local municipality for their individual license requirements. Their contact information may be obtained at: <http://tn.gov/local/>
- Effective October 1, 2011, please check for new permit requirements relative to the statewide building code. More information is at: <http://www.tn.gov/commerce/sfm/homebuilding/index.shtml>

### **Federal Tax ID (FEIN or EIN)**

Check with the IRS at: <https://sa1.www4.irs.gov/modiein/individual/index.jsp>

# REINSTATEMENT OF EXPIRED LICENSE REQUESTS

## \*REQUEST TO WAIVE LLP EXAM\*

License ID# \_\_\_\_\_ Expired: \_\_\_\_\_

***To be completed by those requesting waiver of the LLP Exam for Reinstatement of their expired license.*** Those with exam scores are not required to be complete or be reviewed by the Board (unless felony convictions, complaints, etc.) A plumber applying for reinstatement of a license expired 90 days or more, may request waiver taking the LLP exam by completing the below information and providing a reference from an inspector or codes official. Note: If the LLP licensee was grandfathered without an exam, the Board would review the request at their regularly scheduled Board meetings (see the "Calendar" on the Board's website).

### **Certifications/Licenses/Examinations**

Please list and attach copies of any certifications, exam scores, training or licenses with local codes/permit offices:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### **Number of Employees:**

\_\_\_\_\_ None – Work directly for the owner or as a subcontractor

\_\_\_\_\_ None at this time; plan to hire

\_\_\_\_\_ Employees: \_\_\_\_\_

### **Please explain why LLP expired:**

\_\_\_\_\_ - Did not receive renewal/ mailing address changed - \_\_\_\_\_

\_\_\_\_\_ - Illness - \_\_\_\_\_

\_\_\_\_\_ - Prior employment did not require license - \_\_\_\_\_

\_\_\_\_\_ - Other - \_\_\_\_\_

\_\_\_\_\_ - Letter of explanation attached

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Exam waiver requests for reinstatements are reviewed by the Board at their regularly scheduled meetings in January, March, May, July, September and November. Please submit your waiver request and reference by the end of the month prior to the meeting. To confirm issuance, please review at: <http://verify.tn.gov/> (listed as "Individuals")*

**REFERENCE FROM PAST CUSTOMER or INSPECTOR**

(To be completed for LLP's expired over 12 months and requesting exam waiver)

**Plumber's Name:** \_\_\_\_\_  
(Name of Applicant)

**Address:** \_\_\_\_\_

The above named individual is applying for license as a Limited Licensed Plumber (LLP) with the State of Tennessee. Please give any information regarding their work and experience.

1. How long have you known the individual? \_\_\_\_\_

2. Describe the type(s) of plumbing work performed:

\_\_\_ Residential      \_\_\_ Commercial      \_\_\_ Industrial      \_\_\_ HVAC

3. What type of equipment was installed (if any): \_\_\_\_\_

\_\_\_\_\_

4. Do you recommend this individual to be approved for a license without an exam?  
Explain:

\_\_\_\_\_

\_\_\_\_\_

5. Other Comments: \_\_\_\_\_

\_\_\_\_\_

**Reference Completed by:**

Name: \_\_\_\_\_ Company \_\_\_\_\_

Address: \_\_\_\_\_  
(Street Address/P.O. Box) (City) (State) (Zip Code)

Telephone: (\_\_\_\_) - \_\_\_\_ - \_\_\_\_ or (\_\_\_\_) - \_\_\_\_ - \_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

(Please return completed reference to the plumber to be added to their application)